

Payroll Accounting Adjustment  
(PACC)

&  
Rejected Accounting Corrections  
(PMAC)

&  
Accounting Changes for  
Employees in LWOP Status

February 1, 2005



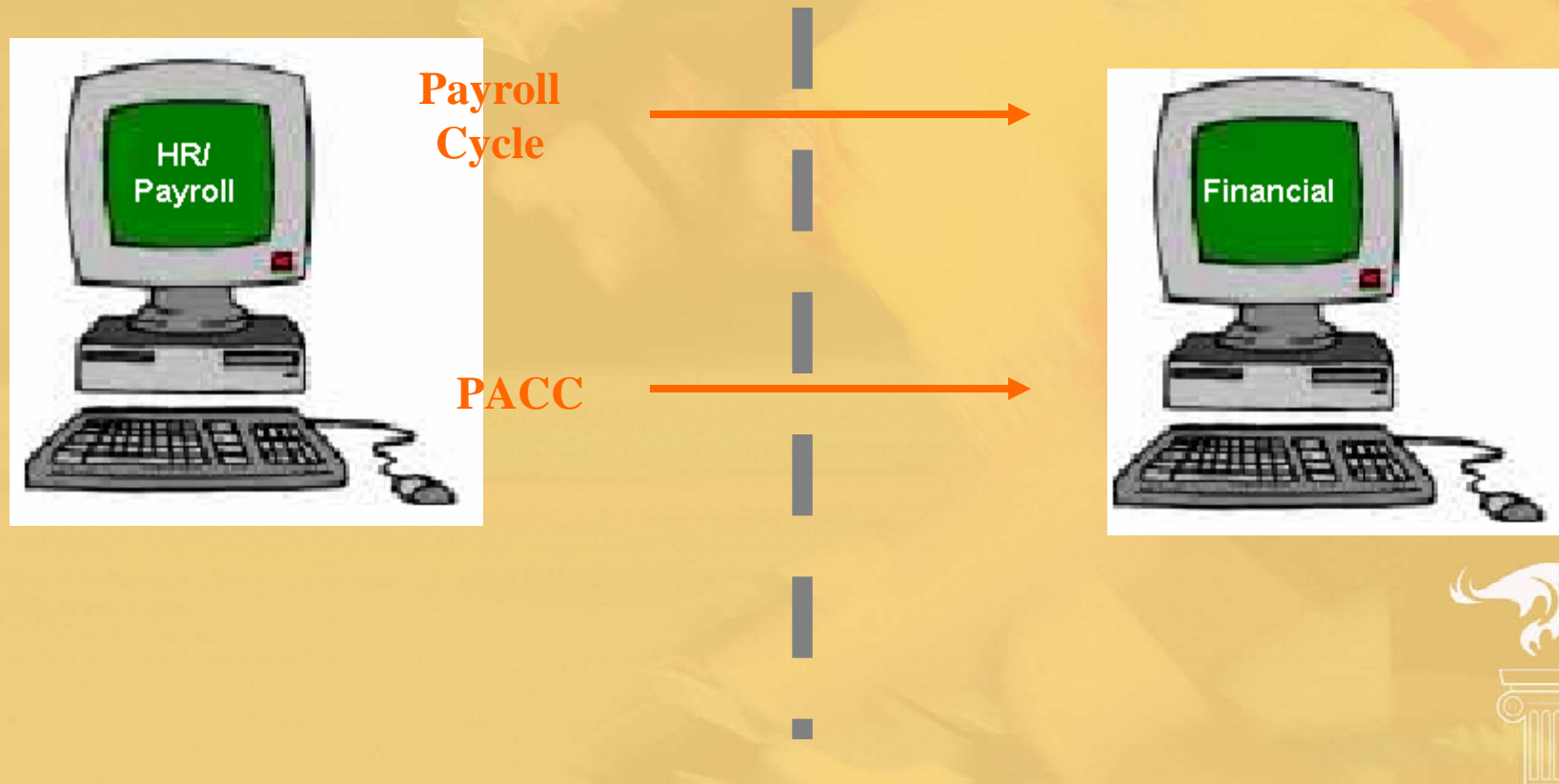
# Agenda

- Payroll Accounting Changes
  - PACC vs. PMAC
  - Processing the changes
  - Mass Changes
  - Proxy the Window
- Identifying Documents for Changes
- Default & Rejected JVP's
- JVP Document Numbering Scheme
- LWOP PACC Entries
- Questions & Answers



# Payroll Accounting Adjustment (PACC)

Purpose: To adjust existing accounting line in the HR/Payroll system to a one or more new accounting line(s) and update the Financial system



# PACC vs. PMAC

- **PACC is to change labor accounting charges AFTER they have posted to the Financial system.**
- **Also creates the downstream charges for Fringes and the JC, FX, and PX docs.**
- PMAC is to correct rejecting documents that have non cash errors that came from pay cycle.
- These are the errors right after paycycle.
- PMAC does not include Cash errors of documents that stay on Financial SUSF.



# Payroll Accounting Adjustments PACC

- **1-to-Many  
Accounting Line  
Change (up to 10  
lines)**
- **Agencies can  
enter accounting  
corrections on  
PACC and proxy  
to OA-Accounting  
for approval**



# Payroll Accounting Adjustment (PACC)

- **Reverses existing HR accounting**
- + **Posts new HR accounting**
- **Reverses existing Financial accounting**
- + **Posts new Financial accounting**



# Payroll General Ledger Document Numbering

**JVP AGY PRLXXXIYYYY**

**AGY:** Agency code from Accounting Line

**XXX:** Gross-to-Net Run Number

**I:** Iteration Counter that increments by 1 with each document change--original document is always “0”

**YYYY:** Alpha-numeric sequence that remains the same with each document change

**JVP 300 PRL1250BCDF**



# Document Numbering- (PACC)



Original Document:

JVP 300 **PRL**1250BCDF



Original Document:

JVP 300 **PRL**1250BCDF (**Accepted**)

PACC :

JVP 300 **PRR**1251BCDF (Reversal)



JVP 300 **PRR**1251BCDF (Reversal)

JVP 300 **PRL**1252BCDF (New)



JVP 300 **PRL**1252BCDF (New)





# PACC Screen

One Accounting  
Line

Many  
Accounting  
Lines

ADVANTAGE Desktop - USER1

File Edit Display Modify Window Help

Payroll Accounting Adjustments

Gross-To-Net Run Number  Document ID JVP

☒ Mass

Old Accounting Distribution

Fiscal Month / Year  /

| Fund                 | Agency               | Org/Sub              | Appr Unit            | Activity             | Function             | Obj/Sub              | Job/Proj             | Rept Cat             | Dollar Amt           |
|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |

New Accounting Distribution

Budget Fiscal Year  Fiscal Month / Year  /

☒ Percentage  
☐ Dollar Amt

|    | Fund                 | Agency               | Org/Sub              | Appr Unit            | Activity             | Function             | Obj/Sub              | Job/Proj             | Rept Cat             |                      |
|----|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|
| 1  | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| 2  | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| 3  | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| 4  | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| 5  | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| 6  | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| 7  | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| 8  | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| 9  | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| 10 | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |

Messages 2:56 PM 03/07/02

# Who Processes PACC?

- Agencies enter PACC corrections and should proxy to OA-Accounting for approval
- Agency can enter mass changes (explained in a future slide) and proxy to OA-Accounting for approval



# To Process a PACC Adjustment:

- √ Must be a JVP PRL document.
- √ Must be a labor expense accounting line.
- √ Must be accepted in Financial system.
- √ Must be the latest iteration of the document number accepted in HR/Payroll.
- √ Must adhere to the Cut-Off Schedule for SAMII HR Accounting Adjustments

(See the Bulletins/Customer Service section of the SAMII HR/Payroll webpage.)



# Mass Changes

- **Allows one screen entry to change accounting on multiple documents**
- **Selects ALL documents in a single Gross-to-Net Run and Fiscal Month/Fiscal Year that exactly matches Old Accounting Distribution**
- **PACC changes for individual documents take precedence over Mass Changes, if done on the same day.**
- **Mass changes MUST be by %.**
- **Submitted for approval to OA-Accounting by proxy**



# Mass Changes

**Payroll Accounting Adjustments**

Gross-To-Net Run Number: 00125    Document ID: JVP    Mass: ☒    Document ID: ☐

Old Accounting Distribution: Fiscal Month / Year: 08 / 02

| Fund | Agency | Org/Sub | Appr Unit | Activity | Function | Obj/Sub | Job/Proj | Rept Cat | Dollar Amt |
|------|--------|---------|-----------|----------|----------|---------|----------|----------|------------|
| 0101 | 300    | 3410    | 8502      |          |          | 2005    |          |          |            |

New Accounting Distribution: Budget Fiscal Year:    Fiscal Month / Year:    /    Percentage: ☒ Dollar Amt: ☐

|    | Fund | Agency | Org/Sub | Appr Unit | Activity | Function | Obj/Sub | Job/Proj | Rept Cat | Dollar Amt |
|----|------|--------|---------|-----------|----------|----------|---------|----------|----------|------------|
| 1  | 0101 | 300    | 3410    | 8502      | 1235     |          | 2005    |          |          | 0.5000     |
| 2  | 0101 | 300    | 3410    | 8502      | 7751     |          | 2005    |          |          | 0.5000     |
| 3  |      |        |         |           |          |          |         |          |          |            |
| 4  |      |        |         |           |          |          |         |          |          |            |
| 5  |      |        |         |           |          |          |         |          |          |            |
| 6  |      |        |         |           |          |          |         |          |          |            |
| 7  |      |        |         |           |          |          |         |          |          |            |
| 8  |      |        |         |           |          |          |         |          |          |            |
| 9  |      |        |         |           |          |          |         |          |          |            |
| 10 |      |        |         |           |          |          |         |          |          |            |

**PACC Mass Change**

JVP 300 PRL1250DC2F

JVP 300 PRL1252K2NB

JVP 300 PRL12510TVM

JVP 300 PRL1250DFWT

**Payroll Accounting Adjustments**

Gross-To-Net Run Number: 00125    Document ID: JVP    Mass: ☐    Document ID: 300 PRL1250DFWT

Old Accounting Distribution: Fiscal Month / Year: 08 / 02

| Fund | Agency | Org/Sub | Appr Unit | Activity | Function | Obj/Sub | Job/Proj | Rept Cat | Dollar Amt |
|------|--------|---------|-----------|----------|----------|---------|----------|----------|------------|
| 0101 | 300    | 3410    | 8502      |          |          | 2005    |          |          |            |

New Accounting Distribution: Budget Fiscal Year:    Fiscal Month / Year:    /    Percentage: ☐ Dollar Amt: ☒

|    | Fund | Agency | Org/Sub | Appr Unit | Activity | Function | Obj/Sub | Job/Proj | Rept Cat | Dollar Amt |
|----|------|--------|---------|-----------|----------|----------|---------|----------|----------|------------|
| 1  | 0101 | 300    | 3410    | 8502      | 1235     |          | 2005    |          |          | 1.0000     |
| 2  |      |        |         |           |          |          |         |          |          |            |
| 3  |      |        |         |           |          |          |         |          |          |            |
| 4  |      |        |         |           |          |          |         |          |          |            |
| 5  |      |        |         |           |          |          |         |          |          |            |
| 6  |      |        |         |           |          |          |         |          |          |            |
| 7  |      |        |         |           |          |          |         |          |          |            |
| 8  |      |        |         |           |          |          |         |          |          |            |
| 9  |      |        |         |           |          |          |         |          |          |            |
| 10 |      |        |         |           |          |          |         |          |          |            |

**PACC (Individual) Document**

# To Enter a PACC Record:

ADVANTAGE Desktop - USER1

File Edit Display Modify Window Help

Payroll Accounting Adjustments

Gross-To-Net Run Number 000629 Document ID JVP 010 PRL62900001  
☒ Document ID ☐ Mass

Old Accounting Distribution

Fiscal Month / Year 04 / 02

| Fund | Agency | Org/Sub | Appr Unit | Activity | Function | Obj/Sub | Job/Proj | Rept Cat | Dollar Amt |
|------|--------|---------|-----------|----------|----------|---------|----------|----------|------------|
| 0101 | 300    | 2050    |           | 0154     |          | 2005    |          |          | 285.00     |

New Accounting Distribution

Budget Fiscal Year Fiscal Month / Year 07 / 02 ☐ Percentage ☒ Dollar Amt

|    | Fund | Agency | Org/Sub | Appr Unit | Activity | Function | Obj/Sub | Job/Proj | Rept Cat | Dollar Amt |
|----|------|--------|---------|-----------|----------|----------|---------|----------|----------|------------|
| 1  | 0101 | 100    | 3130    |           | 3354     |          | 2005    |          |          | 285.00     |
| 2  |      |        |         |           |          |          |         |          |          |            |
| 3  |      |        |         |           |          |          |         |          |          |            |
| 4  |      |        |         |           |          |          |         |          |          |            |
| 5  |      |        |         |           |          |          |         |          |          |            |
| 6  |      |        |         |           |          |          |         |          |          |            |
| 7  |      |        |         |           |          |          |         |          |          |            |
| 8  |      |        |         |           |          |          |         |          |          |            |
| 9  |      |        |         |           |          |          |         |          |          |            |
| 10 |      |        |         |           |          |          |         |          |          |            |

ALL LINES ADDED Messages 3:43 PM 01/15/02

**Step 1: Enter the 6-digit Gross-To-Net Run Number (e.g., 000629).**



# To Enter a PACC Record:

ADVANTAGE Desktop - USER1

File Edit Display Modify Window Help

Payroll Accounting Adjustments

Gross-To-Net Run Number 000629 Document ID JVP 010 PRL62900001  
Mass

Old Accounting Distribution

Fiscal Month / Year 04 / 02

| Fund | Agency | Org/Sub | Appr Unit | Activity | Function | Obj/Sub | Job/Proj | Rept Cat | Dollar Amt |
|------|--------|---------|-----------|----------|----------|---------|----------|----------|------------|
| 0101 | 300    | 2050    | 0154      |          |          | 2005    |          |          | 285.00     |

New Accounting Distribution

Budget Fiscal Year Fiscal Month / Year 07 / 02  
Percentage Dollar Amt

| Fund   | Agency | Org/Sub | Appr Unit | Activity | Function | Obj/Sub | Job/Proj | Rept Cat | Dollar Amt |
|--------|--------|---------|-----------|----------|----------|---------|----------|----------|------------|
| 1 0101 | 100    | 3130    | 3354      |          |          | 2005    |          |          | 285.00     |
| 2      |        |         |           |          |          |         |          |          |            |
| 3      |        |         |           |          |          |         |          |          |            |
| 4      |        |         |           |          |          |         |          |          |            |
| 5      |        |         |           |          |          |         |          |          |            |
| 6      |        |         |           |          |          |         |          |          |            |
| 7      |        |         |           |          |          |         |          |          |            |
| 8      |        |         |           |          |          |         |          |          |            |
| 9      |        |         |           |          |          |         |          |          |            |
| 10     |        |         |           |          |          |         |          |          |            |

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**Step 2: Select Document ID or Mass Change radio button.**

**Step 3: Enter the Document Agency and Document Number if correction is for single document. If Mass Change, leave blank.**



# To Enter a PACC Record:

ADVANTAGE Desktop - USER1

File Edit Display Modify Window Help

Payroll Accounting Adjustments

Gross-To-Net Run Number 000629 Document ID JVP 010 PRL62900001 Mass

Old Accounting Distribution

Fiscal Month / Year 04 / 02

| Fund | Agency | Org/Sub | Appr Unit | Activity | Function | Obj/Sub | Job/Proj | Rept Cat | Dollar Amt |
|------|--------|---------|-----------|----------|----------|---------|----------|----------|------------|
| 0101 | 300    | 2050    | 0154      |          |          | 2005    |          |          | 285.00     |

New Accounting Distribution

Budget Fiscal Year Fiscal Month / Year 07 / 02 Percentage Dollar Amt

| Fund   | Agency | Org/Sub | Appr Unit | Activity | Function | Obj/Sub | Job/Proj | Rept Cat | Dollar Amt |
|--------|--------|---------|-----------|----------|----------|---------|----------|----------|------------|
| 1 0101 | 100    | 3130    | 3354      |          |          | 2005    |          |          | 285.00     |
| 2      |        |         |           |          |          |         |          |          |            |
| 3      |        |         |           |          |          |         |          |          |            |
| 4      |        |         |           |          |          |         |          |          |            |
| 5      |        |         |           |          |          |         |          |          |            |
| 6      |        |         |           |          |          |         |          |          |            |
| 7      |        |         |           |          |          |         |          |          |            |
| 8      |        |         |           |          |          |         |          |          |            |
| 9      |        |         |           |          |          |         |          |          |            |
| 10     |        |         |           |          |          |         |          |          |            |

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**Step 4: Enter the Fiscal Month and Fiscal Year that the document you want to change was created in HR/Payroll.**

**Step 5: Enter the “Old” Accounting Distribution from HR/Payroll.**





# To Enter a PACC Record:

ADVANTAGE Desktop - USER1

File Edit Display Modify Window Help

Payroll Accounting Adjustments

Gross-To-Net Run Number 000629 Document ID JVP 010 PRL62900001 Mass

Old Accounting Distribution

Fiscal Month / Year 04 / 02

| Fund | Agency | Org/Sub | Appr Unit | Activity | Function | Obj/Sub | Job/Proj | Rept Cat | Dollar Amt |
|------|--------|---------|-----------|----------|----------|---------|----------|----------|------------|
| 0101 | 300    | 2050    | 0154      |          |          | 2005    |          |          | 285.00     |

New Accounting Distribution

Budget Fiscal Year Fiscal Month / Year 07 / 02 Percentage Dollar Amt

| Fund   | Agency | Org/Sub | Appr Unit | Activity | Function | Obj/Sub | Job/Proj | Rept Cat | Dollar Amt |
|--------|--------|---------|-----------|----------|----------|---------|----------|----------|------------|
| 1 0101 | 100    | 3130    | 3354      |          |          | 2005    |          |          | 285.00     |
| 2      |        |         |           |          |          |         |          |          |            |
| 3      |        |         |           |          |          |         |          |          |            |
| 4      |        |         |           |          |          |         |          |          |            |
| 5      |        |         |           |          |          |         |          |          |            |
| 6      |        |         |           |          |          |         |          |          |            |
| 7      |        |         |           |          |          |         |          |          |            |
| 8      |        |         |           |          |          |         |          |          |            |
| 9      |        |         |           |          |          |         |          |          |            |
| 10     |        |         |           |          |          |         |          |          |            |

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**Step 6:** Enter the Budget Fiscal Year if the correction is for a Continuing Appropriation which began in a prior fiscal year. If not, leave blank.

**Step 7:** Enter the New Accounting Distribution line(s).



# To Enter a PACC Record:

ADVANTAGE Desktop - USER1

File Edit Display Modify Window Help

Payroll Accounting Adjustments

Gross-To-Net Run Number 000629 Document ID JVP 010 PRL62900001 Mass

Old Accounting Distribution

Fiscal Month / Year 04 / 02

| Fund | Agency | Org/Sub | Appr Unit | Activity | Function | Obj/Sub | Job/Proj | Rept Cat | Dollar Amt |
|------|--------|---------|-----------|----------|----------|---------|----------|----------|------------|
| 0101 | 300    | 2050    | 0154      |          |          | 2005    |          |          | 285.00     |

New Accounting Distribution

Budget Fiscal Year Fiscal Month / Year 07 / 02 Percentage Dollar Amt

| Fund   | Agency | Org/Sub | Appr Unit | Activity | Function | Obj/Sub | Job/Proj | Rept Cat | Dollar Amt |
|--------|--------|---------|-----------|----------|----------|---------|----------|----------|------------|
| 1 0101 | 100    | 3130    | 3354      |          |          | 2005    |          |          | 285.00     |
| 2      |        |         |           |          |          |         |          |          |            |
| 3      |        |         |           |          |          |         |          |          |            |
| 4      |        |         |           |          |          |         |          |          |            |
| 5      |        |         |           |          |          |         |          |          |            |
| 6      |        |         |           |          |          |         |          |          |            |
| 7      |        |         |           |          |          |         |          |          |            |
| 8      |        |         |           |          |          |         |          |          |            |
| 9      |        |         |           |          |          |         |          |          |            |
| 10     |        |         |           |          |          |         |          |          |            |

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**Step 8:** Select the Percentage or Dollar Amt radio button. Percentage must be selected if it is a mass change.

**Step 9:** Enter Dollar Amt or Percentage Amt for each line. The total percentage must equal 1. If Dollar Amt is selected, the total of the New Accounting Distribution lines must equal the Old Accounting Distribution Dollar Amt.



# Percentage/Dollar Amt

- Percentages contains 4 decimals.

**1.0 or 1.0000 equals 100%**

**0.5000 or .5 or .5000 equals 50%**

- Dollar Amounts contain 2 decimals.

**100.00 equals \$100.00**

**0.50 or .50 equals 50 cents**



# To Proxy a PACC Request:

**ADVANTAGE Desktop - OM047**

File Edit Display Modify Window Help

**Payroll Accounting Adjustments**

Gross-To-Net Run Number: 00125 Document ID: JVP 300 PRL1250BCDF  
Mass

Old Accounting Distribution:

Fiscal Month / Year: /

| Fund | Agency | Org/Sub | Appr Unit | Activity | Function | Obj/Sub | Job/Proj | Rept Cat | Dollar Amt |
|------|--------|---------|-----------|----------|----------|---------|----------|----------|------------|
| 0101 | 300    | 2200    | 3434      |          | JC03     | 2005    |          |          |            |

New Accounting Distribution:

Budget Fiscal Year: Fiscal Month / Year: /

Percentage Dollar Amt

| Fund | Agency | Org/Sub | Appr Unit | Activity | Function | Obj/Sub | Job/Proj | Rept Cat | Dollar Amt |
|------|--------|---------|-----------|----------|----------|---------|----------|----------|------------|
| 1    | 0101   | 780     | 3300      | 3293     | JC03     | 2005    |          |          | 1.00       |
| 2    |        |         |           |          |          |         |          |          |            |
| 3    |        |         |           |          |          |         |          |          |            |
| 4    |        |         |           |          |          |         |          |          |            |
| 5    |        |         |           |          |          |         |          |          |            |
| 6    |        |         |           |          |          |         |          |          |            |
| 7    |        |         |           |          |          |         |          |          |            |
| 8    |        |         |           |          |          |         |          |          |            |
| 9    |        |         |           |          |          |         |          |          |            |
| 10   |        |         |           |          |          |         |          |          |            |

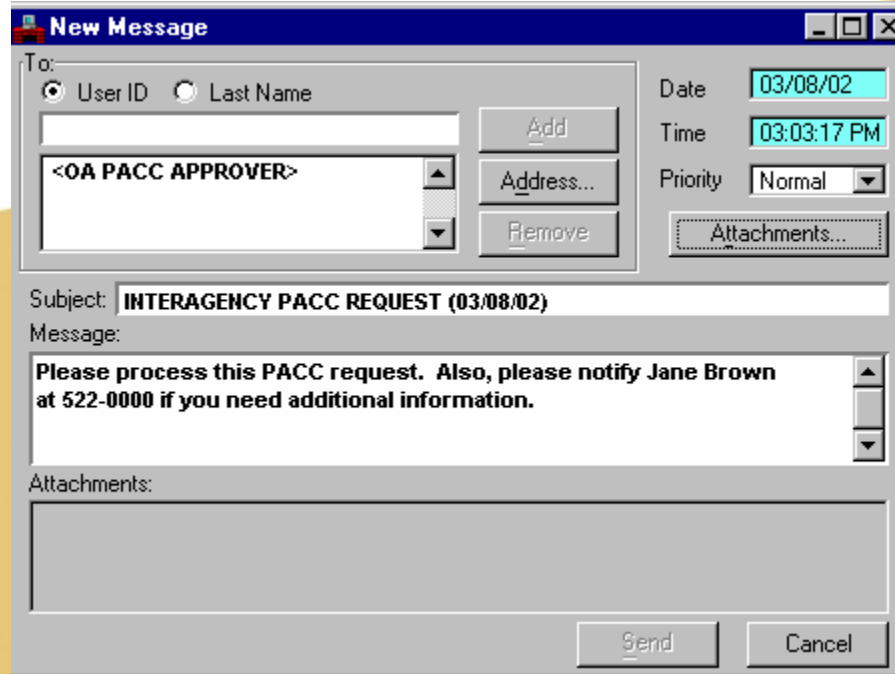
Messages 2:58 PM 03/08/02

**Step 1: Complete the PACC screen with the old and new accounting distribution. Leave window open.**

**Step 2: Select File: Send Message from the Menu Bar. HR Security must have your email address on file for you to proxy.**



# To Proxy a PACC Request:



**New Message**

To: ☒ User ID ☐ Last Name

Date: 03/08/02

Time: 03:03:17 PM

Priority: Normal

Subject: INTERAGENCY PACC REQUEST (03/08/02)

Message:

Please process this PACC request. Also, please notify Jane Brown at 522-0000 if you need additional information.

Attachments:

**Step 3: Click the UserID radio button. Type in OK500 and click ADD.**

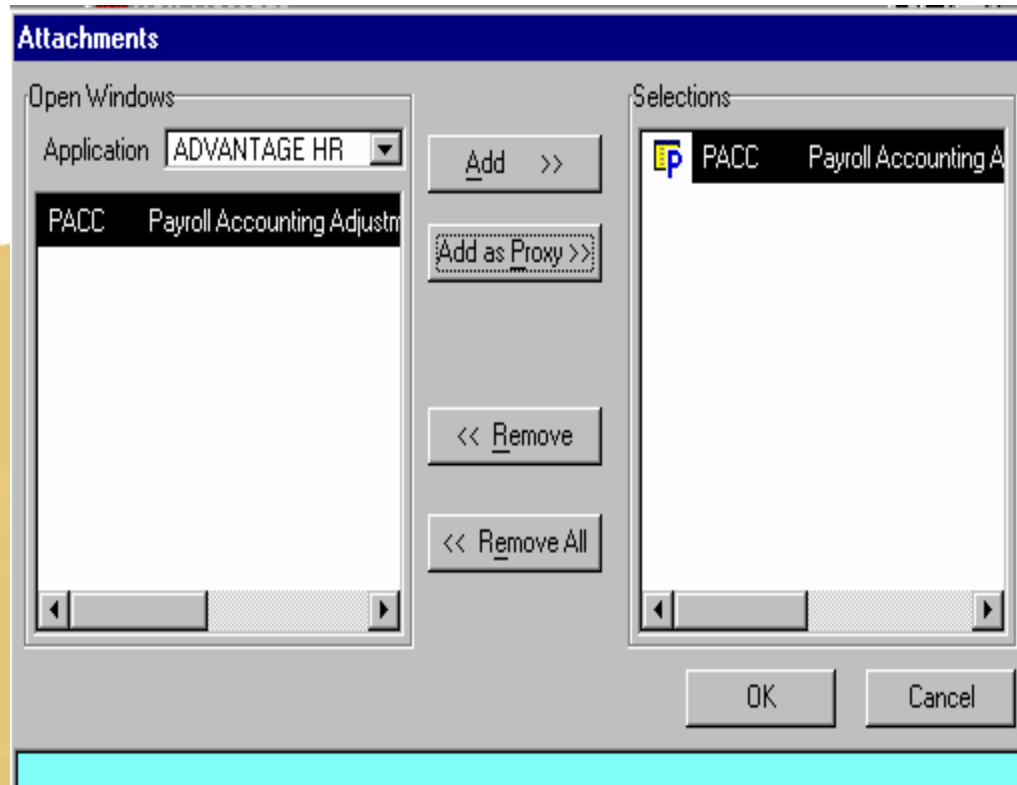
**Step 4: Complete the Subject field.**

**Step 5: Complete the Message field, including a contact name and phone number.**

**Step 6: Select the Attachments button.**



# To Proxy a PACC Request:



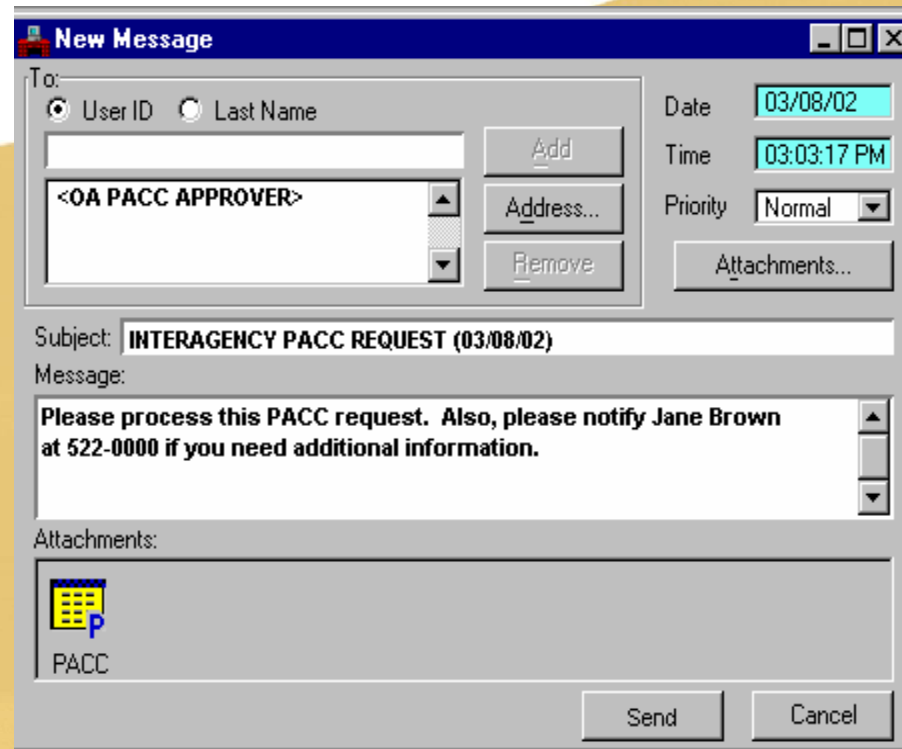
**Step 7:** Select Add as Proxy. Note the Proxy table icon in the Selections Window.

*Note: If the Add button is selected, receiver will not be able to update HR/Payroll system with PACC information. You must use the Add as Proxy.*

**Step 8:** Select the OK button.



# To Proxy a PACC Request:



The screenshot shows a 'New Message' dialog box with the following fields and buttons:

- To:** Radio buttons for 'User ID' (selected) and 'Last Name'. Below is a text field containing '<OA PACC APPROVER>' and buttons for 'Add', 'Address...', and 'Remove'.
- Date:** 03/08/02
- Time:** 03:03:17 PM
- Priority:** Normal (dropdown menu)
- Attachments...** button
- Subject:** INTERAGENCY PACC REQUEST (03/08/02)
- Message:** Please process this PACC request. Also, please notify Jane Brown at 522-0000 if you need additional information.
- Attachments:** A list containing a file icon and the name 'PACC'.
- Buttons:** Send and Cancel.

**Step 9: Select the Send button.**

**Step 10: OA-Accounting approves the PACC request.**



# PACC Entries

- Information on the “old” or “new” accounting lines on a PACC entry, must have valid accounting to pass the internal edits in the HR/Payroll System.
- Old Accounting must be completely valid and active as HR last recorded it. (this includes all jobs/projects/reporting cat/activity/function)
- New Accounting must be valid for the edits in HR to allow the continuation of the process to move the document to Financial.





# Identifying Documents for PACC Changes

- Agency should use HR/Payroll Data Warehouse for identifying needed accounting adjustments for PACC
- Agencies should review reports on MOBIUS for rejected transactions
  - OFN133R1 (Payroll Cash Errors) for Financial SUSF errors
  - OFN134R1 (Payroll Non-Cash Errors) for PMAC errors



# Default and Rejected JVPs

PMAC



# Default Accounting Corrections

- JVP PRL documents default when Accounting attributes are not assigned at the employee/position level (e.g. **Invalid labor distribution profile--LDPR**).

- HR assigns it to a statewide default accounting.

**Fund 0101/Agency 300/Org 3065/Appr 0154/Object 2005**

- These defaults reject to PMAC.

- Agency is responsible for updating employee/position accounting information on LDPR before next paycycle.



# Rejected Accounting Corrections

- JVP PRL documents reject when accounting is not valid in SAMII Financial.
- This occurs from Pay Cycle or from PACC changes.
- Transaction is sent to Payroll Mass Change (PMAC) table for correction.



# Rejected Accounting

- Communication is necessary between OA-Accounting and the Agency for the corrected accounting distribution.
  - **Agencies should review reports on MOBIUS for rejected transactions**
  - **OFN133R1 (Payroll Cash Errors) for Financial SUSF errors**
  - **OFN134R1 (Payroll Non-Cash Errors) for PMAC errors**
- RSMo requires the appropriations to be charged before the checks can be released.



# Rejected Accounting Corrections

- Document recycles on PMAC until it is corrected.
- Iteration counter increments by 1 each time the document is changed in PMAC process.
- Agency is responsible for immediately updating Financial system with valid accounting codes to prevent continued rejects.



# Document Numbering- PMAC



Original Document:

JVP 300 **PRL1250**GYV2

PMAC :

line is changed to different acctg

JVP 300 **PRL1250**GYV2 (Reversal)

JVP 300 **PRL1251**GYV2 (New)

PMAC:

Line is changed to different acctg again

JVP 300 **PRL1251**GYV2 (Reversal)

JVP 300 **PRL1252**GYV2 (New)



Original Document:

JVP 300 **PRL1250**GYV2 (**Rejects**)

JVP 300 **PRL1251**GYV2 (**Rejects**)

JVP 300 **PRL12522**GYV2 (**Accepts**)





# Remember!!

- ◆ Agencies are responsible for maintaining valid accounting information in the Financial System (job/project/rept cat/activity/function, etc.).
- ◆ Agencies are responsible for maintaining valid and correct employee/position accounting information in HR/Payroll System (LDPR).
- ◆ Agencies should review MOBIUS reports, and Financial SUSF for rejected JVP PRL transactions.
- ◆ Agencies communication with OA-Accounting to provide corrections to rejected transactions.





# MOBIUS REPORTS



# Using MOBIUS Reports to obtain Rejected Document Information

|  |      |            |                     |  |                             |  |       |            |          |
|--|------|------------|---------------------|--|-----------------------------|--|-------|------------|----------|
| REPORT NO: OFN133                      |      |            |                     | STATE OF MISSOURI                      |                             |  |       | PAGE NO: 1 |          |
| DATE OF REPORT: 02/09/2002             |      |            |                     | OFFICE OF ADMINISTRATION               |                             |  |       |            |          |
| TIME OF REPORT: 02:55                  |      |            |                     | PAYROLL CASH ERROR(S) AS OF 02/09/2002 |                             |  |       |            |          |
| FUND: 0104 VOCATIONAL REHABILITATION   |      |            |                     |  |                             |  |       |            |          |
| AGENCY                                 | BAL  | BATCH      | DOCUMENT            | ERROR                                  |                             |  |       |            |          |
|  | ACCT | AGC NUMBER | TYP AGC NUMBER      | CODE                                   | DESCRIPTION                 |  | DEBIT |            | CREDIT   |
| 300                                    | 1111 |            | JVP 300 PRL138001CC | MA49E                                  | CASH FUND BALANCE EXCEEDED  |  | .00   |            | 858.97   |
|  |      |            |                     | MA540                                  | CMGT CASH PROJ BAL EXCEEDED |  |       |            |          |
|  |      |            | JVP 300 PRL13801STP | MA49E                                  | CASH FUND BALANCE EXCEEDED  |  | .00   |            | 985.40   |
|  |      |            |                     | MA540                                  | CMGT CASH PROJ BAL EXCEEDED |  |       |            |          |
|  |      |            | JVP 300 PRL138015QT | MA49E                                  | CASH FUND BALANCE EXCEEDED  |  | .00   |            | 245.90   |
|  |      |            |                     | MA540                                  | CMGT CASH PROJ BAL EXCEEDED |  |       |            |          |
|  |      |            | JVP 300 PRL138019X7 | MA49E                                  | CASH FUND BALANCE EXCEEDED  |  | .00   |            | 79.36    |
|  |      |            |                     | MA540                                  | CMGT CASH PROJ BAL EXCEEDED |  |       |            |          |
|  |      |            | JVP 300 PRL1380227B | MA49E                                  | CASH FUND BALANCE EXCEEDED  |  | .00   |            | 263.96   |
|  |      |            |                     | MA540                                  | CMGT CASH PROJ BAL EXCEEDED |  |       |            |          |
|  |      |            | JVP 300 PRL1380314C | MA49E                                  | CASH FUND BALANCE EXCEEDED  |  | .00   |            | 939.86   |
|  |      |            |                     | MA540                                  | CMGT CASH PROJ BAL EXCEEDED |  |       |            |          |
|  |      |            | JVP 300 PRL13802BRT | MA49E                                  | CASH FUND BALANCE EXCEEDED  |  | .00   |            | 516.46   |
|  |      |            |                     | MA540                                  | CMGT CASH PROJ BAL EXCEEDED |  |       |            |          |
| BAL ACCT 1111 TOTAL WITHIN AGENCY 300: |      |            |                     |  |                             |  | .00   |            | 3,889.91 |
| BAL ACCT 1111 NET WITHIN AGENCY 300:   |      |            |                     |  |                             |  |       |            | 3,889.91 |
| AGENCY 300 TOTAL WITHIN FUND 0104:     |      |            |                     |  |                             |  | .00   |            | 3,889.91 |
| AGENCY 300 NET WITHIN FUND 0104:       |      |            |                     |  |                             |  |       |            | 3,889.91 |
| FUND 0104 TOTALS:                      |      |            |                     |  |                             |  |       |            |          |
| BAL ACCT 1111 TOTAL:                   |      |            |                     |  |                             |  | .00   |            | 3,889.91 |
| BAL ACCT 1111 NET                      |      |            |                     |  |                             |  |       |            | 3,889.91 |
| FUND 0104 TOTAL                        |      |            |                     |  |                             |  | .00   |            | 3,889.91 |
| FUND 0104 NET                          |      |            |                     |  |                             |  |       |            | 3,889.91 |

**Payroll Cash Error Report (OFN133R1) displays all cash errors on JVP PRL documents rejected on Financial Suspense (SUSF). Only rejected lines are on this report---not the full document.**



# Using MOBIUS Reports to obtain Rejected Document Information

|   |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |              |  |  |  |  |  |  |  |  |  |             |  |  |  |  |  |  |  |  |  |             |  |  |  |  |  |  |  |  |  |            |  |  |  |  |  |  |  |  |  |             |  |  |  |  |  |  |  |  |  |              |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|---|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--------------|--|--|--|--|--|--|--|--|--|-------------|--|--|--|--|--|--|--|--|--|-------------|--|--|--|--|--|--|--|--|--|------------|--|--|--|--|--|--|--|--|--|-------------|--|--|--|--|--|--|--|--|--|--------------|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|
| REPORT NO: OFN134   |  |  |  |  |  |  |  |  |  | STATE OF MISSOURI                          |  |  |  |  |  |  |  |  |  | PAGE NO:     |  |  |  |  |  |  |  |  |  |             |  |  |  |  |  |  |  |  |  |             |  |  |  |  |  |  |  |  |  |            |  |  |  |  |  |  |  |  |  |             |  |  |  |  |  |  |  |  |  |              |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| DATE OF REPORT: 03/13/2002                                    |  |  |  |  |  |  |  |  |  | OFFICE OF ADMINISTRATION                   |  |  |  |  |  |  |  |  |  |              |  |  |  |  |  |  |  |  |  |             |  |  |  |  |  |  |  |  |  |             |  |  |  |  |  |  |  |  |  |            |  |  |  |  |  |  |  |  |  |             |  |  |  |  |  |  |  |  |  |              |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| TIME OF REPORT: 01:11   |  |  |  |  |  |  |  |  |  | PAYROLL NON-CASH ERROR(S) AS OF 03/13/2002 |  |  |  |  |  |  |  |  |  |              |  |  |  |  |  |  |  |  |  |             |  |  |  |  |  |  |  |  |  |             |  |  |  |  |  |  |  |  |  |            |  |  |  |  |  |  |  |  |  |             |  |  |  |  |  |  |  |  |  |              |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| AGENCY: 300 OFFICE ADMINISTRATION-OPER                        |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |              |  |  |  |  |  |  |  |  |  |             |  |  |  |  |  |  |  |  |  |             |  |  |  |  |  |  |  |  |  |            |  |  |  |  |  |  |  |  |  |             |  |  |  |  |  |  |  |  |  |              |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|   |  |  |  |  |  |  |  |  |  | BAL RPT                                    |  |  |  |  |  |  |  |  |  | REPORTING    |  |  |  |  |  |  |  |  |  |             |  |  |  |  |  |  |  |  |  |             |  |  |  |  |  |  |  |  |  |            |  |  |  |  |  |  |  |  |  |             |  |  |  |  |  |  |  |  |  |              |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| BFY FUND APPROP ORGN SUB ACTV FUNC OBJT SUB ACCT CAT JOB/PROJ |  |  |  |  |  |  |  |  |  | APPROX ERRORS                              |  |  |  |  |  |  |  |  |  | ALLOT ERRORS |  |  |  |  |  |  |  |  |  | EXCP ERRORS |  |  |  |  |  |  |  |  |  | CATG ERRORS |  |  |  |  |  |  |  |  |  | JOB ERRORS |  |  |  |  |  |  |  |  |  | PROJ ERRORS |  |  |  |  |  |  |  |  |  | OTHER ERRORS |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| BATCH DOCUMENT ERROR DESCRIPTION                              |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |              |  |  |  |  |  |  |  |  |  |             |  |  |  |  |  |  |  |  |  |             |  |  |  |  |  |  |  |  |  |            |  |  |  |  |  |  |  |  |  |             |  |  |  |  |  |  |  |  |  |              |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 02 0101 0154 3065 2005  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |              |  |  |  |  |  |  |  |  |  |             |  |  |  |  |  |  |  |  |  |             |  |  |  |  |  |  |  |  |  |            |  |  |  |  |  |  |  |  |  |             |  |  |  |  |  |  |  |  |  |              |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| JVP 605 PRL14501BPM A205E EB OELG AMT > BUD AMT               |  |  |  |  |  |  |  |  |  | .00  |  |  |  |  |  |  |  |  |  |              |  |  |  |  |  |  |  |  |  | .00         |  |  |  |  |  |  |  |  |  |             |  |  |  |  |  |  |  |  |  |            |  |  |  |  |  |  |  |  |  |             |  |  |  |  |  |  |  |  |  |              |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| JVP 605 PRL14501CP4 A205E EB OELG AMT > BUD AMT               |  |  |  |  |  |  |  |  |  | 93.23                                      |  |  |  |  |  |  |  |  |  |              |  |  |  |  |  |  |  |  |  | 93.23       |  |  |  |  |  |  |  |  |  |             |  |  |  |  |  |  |  |  |  |            |  |  |  |  |  |  |  |  |  |             |  |  |  |  |  |  |  |  |  |              |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| JVP 605 PRL14501KMH A205E EB OELG AMT > BUD AMT               |  |  |  |  |  |  |  |  |  | .00  |  |  |  |  |  |  |  |  |  |              |  |  |  |  |  |  |  |  |  | .00         |  |  |  |  |  |  |  |  |  |             |  |  |  |  |  |  |  |  |  |            |  |  |  |  |  |  |  |  |  |             |  |  |  |  |  |  |  |  |  |              |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| JVP 605 PRL145026KL A205E EB OELG AMT > BUD AMT               |  |  |  |  |  |  |  |  |  | .00  |  |  |  |  |  |  |  |  |  |              |  |  |  |  |  |  |  |  |  | .00         |  |  |  |  |  |  |  |  |  |             |  |  |  |  |  |  |  |  |  |            |  |  |  |  |  |  |  |  |  |             |  |  |  |  |  |  |  |  |  |              |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| JVP 650 PRL14501COT A205E EB OELG AMT > BUD AMT               |  |  |  |  |  |  |  |  |  | .00  |  |  |  |  |  |  |  |  |  |              |  |  |  |  |  |  |  |  |  | .00         |  |  |  |  |  |  |  |  |  |             |  |  |  |  |  |  |  |  |  |            |  |  |  |  |  |  |  |  |  |             |  |  |  |  |  |  |  |  |  |              |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| JVP 780 PRL14500B93 A205E EB OELG AMT > BUD AMT               |  |  |  |  |  |  |  |  |  | 442.70                                     |  |  |  |  |  |  |  |  |  |              |  |  |  |  |  |  |  |  |  | 442.70      |  |  |  |  |  |  |  |  |  |             |  |  |  |  |  |  |  |  |  |            |  |  |  |  |  |  |  |  |  |             |  |  |  |  |  |  |  |  |  |              |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| JVP 780 PRL14500C02 A205E EB OELG AMT > BUD AMT               |  |  |  |  |  |  |  |  |  | 864.80                                     |  |  |  |  |  |  |  |  |  |              |  |  |  |  |  |  |  |  |  | 864.80      |  |  |  |  |  |  |  |  |  |             |  |  |  |  |  |  |  |  |  |            |  |  |  |  |  |  |  |  |  |             |  |  |  |  |  |  |  |  |  |              |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| JVP 780 PRL14500KHK A205E EB OELG AMT > BUD AMT               |  |  |  |  |  |  |  |  |  | 962.45                                     |  |  |  |  |  |  |  |  |  |              |  |  |  |  |  |  |  |  |  | 962.45      |  |  |  |  |  |  |  |  |  |             |  |  |  |  |  |  |  |  |  |            |  |  |  |  |  |  |  |  |  |             |  |  |  |  |  |  |  |  |  |              |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| JVP 780 PRL14500RPG A205E EB OELG AMT > BUD AMT               |  |  |  |  |  |  |  |  |  | 928.48                                     |  |  |  |  |  |  |  |  |  |              |  |  |  |  |  |  |  |  |  | 928.48      |  |  |  |  |  |  |  |  |  |             |  |  |  |  |  |  |  |  |  |            |  |  |  |  |  |  |  |  |  |             |  |  |  |  |  |  |  |  |  |              |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| JVP 780 PRL14500TKV A205E EB OELG AMT > BUD AMT               |  |  |  |  |  |  |  |  |  | 500.86                                     |  |  |  |  |  |  |  |  |  |              |  |  |  |  |  |  |  |  |  | 500.86      |  |  |  |  |  |  |  |  |  |             |  |  |  |  |  |  |  |  |  |            |  |  |  |  |  |  |  |  |  |             |  |  |  |  |  |  |  |  |  |              |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| JVP 780 PRL1450033V A205E EB OELG AMT > BUD AMT               |  |  |  |  |  |  |  |  |  | 350.90                                     |  |  |  |  |  |  |  |  |  |              |  |  |  |  |  |  |  |  |  | 350.90      |  |  |  |  |  |  |  |  |  |             |  |  |  |  |  |  |  |  |  |            |  |  |  |  |  |  |  |  |  |             |  |  |  |  |  |  |  |  |  |              |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| JVP 780 PRL14501F2K A205E EB OELG AMT > BUD AMT               |  |  |  |  |  |  |  |  |  | 673.71                                     |  |  |  |  |  |  |  |  |  |              |  |  |  |  |  |  |  |  |  | 673.71      |  |  |  |  |  |  |  |  |  |             |  |  |  |  |  |  |  |  |  |            |  |  |  |  |  |  |  |  |  |             |  |  |  |  |  |  |  |  |  |              |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| JVP 780 PRL14501FJH A205E EB OELG AMT > BUD AMT               |  |  |  |  |  |  |  |  |  | 946.46                                     |  |  |  |  |  |  |  |  |  |              |  |  |  |  |  |  |  |  |  | 946.46      |  |  |  |  |  |  |  |  |  |             |  |  |  |  |  |  |  |  |  |            |  |  |  |  |  |  |  |  |  |             |  |  |  |  |  |  |  |  |  |              |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| JVP 780 PRL1450161C A205E EB OELG AMT > BUD AMT               |  |  |  |  |  |  |  |  |  | 444.32                                     |  |  |  |  |  |  |  |  |  |              |  |  |  |  |  |  |  |  |  | 444.32      |  |  |  |  |  |  |  |  |  |             |  |  |  |  |  |  |  |  |  |            |  |  |  |  |  |  |  |  |  |             |  |  |  |  |  |  |  |  |  |              |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| JVP 780 PRL145019V6 A205E EB OELG AMT > BUD AMT               |  |  |  |  |  |  |  |  |  | .00  |  |  |  |  |  |  |  |  |  |              |  |  |  |  |  |  |  |  |  | .00         |  |  |  |  |  |  |  |  |  |             |  |  |  |  |  |  |  |  |  |            |  |  |  |  |  |  |  |  |  |             |  |  |  |  |  |  |  |  |  |              |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| JVP 780 PRL145022J0 A205E EB OELG AMT > BUD AMT               |  |  |  |  |  |  |  |  |  | 322.44                                     |  |  |  |  |  |  |  |  |  |              |  |  |  |  |  |  |  |  |  | 322.44      |  |  |  |  |  |  |  |  |  |             |  |  |  |  |  |  |  |  |  |            |  |  |  |  |  |  |  |  |  |             |  |  |  |  |  |  |  |  |  |              |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| JVP 812 PRL145023XM A205E EB OELG AMT > BUD AMT               |  |  |  |  |  |  |  |  |  | .00  |  |  |  |  |  |  |  |  |  |              |  |  |  |  |  |  |  |  |  | .00         |  |  |  |  |  |  |  |  |  |             |  |  |  |  |  |  |  |  |  |            |  |  |  |  |  |  |  |  |  |             |  |  |  |  |  |  |  |  |  |              |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| JVP 886 PRL14500MCJ A205E EB OELG AMT > BUD AMT               |  |  |  |  |  |  |  |  |  | 1,490.90                                   |  |  |  |  |  |  |  |  |  |              |  |  |  |  |  |  |  |  |  | 1,490.90    |  |  |  |  |  |  |  |  |  |             |  |  |  |  |  |  |  |  |  |            |  |  |  |  |  |  |  |  |  |             |  |  |  |  |  |  |  |  |  |              |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| JVP 886 PRL14501Q3D A205E EB OELG AMT > BUD AMT               |  |  |  |  |  |  |  |  |  | 893.78                                     |  |  |  |  |  |  |  |  |  |              |  |  |  |  |  |  |  |  |  | 893.78      |  |  |  |  |  |  |  |  |  |             |  |  |  |  |  |  |  |  |  |            |  |  |  |  |  |  |  |  |  |             |  |  |  |  |  |  |  |  |  |              |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| JVP 886 PRL1450230R A205E EB OELG AMT > BUD AMT               |  |  |  |  |  |  |  |  |  | .00  |  |  |  |  |  |  |  |  |  |              |  |  |  |  |  |  |  |  |  | .00         |  |  |  |  |  |  |  |  |  |             |  |  |  |  |  |  |  |  |  |            |  |  |  |  |  |  |  |  |  |             |  |  |  |  |  |  |  |  |  |              |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| JVP 921 PRL14500RST A205E EB OELG AMT > BUD AMT               |  |  |  |  |  |  |  |  |  | .00  |  |  |  |  |  |  |  |  |  |              |  |  |  |  |  |  |  |  |  | .00         |  |  |  |  |  |  |  |  |  |             |  |  |  |  |  |  |  |  |  |            |  |  |  |  |  |  |  |  |  |             |  |  |  |  |  |  |  |  |  |              |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| JVP 921 PRL14500114 A205E EB OELG AMT > BUD AMT               |  |  |  |  |  |  |  |  |  | .00  |  |  |  |  |  |  |  |  |  |              |  |  |  |  |  |  |  |  |  | .00         |  |  |  |  |  |  |  |  |  |             |  |  |  |  |  |  |  |  |  |            |  |  |  |  |  |  |  |  |  |             |  |  |  |  |  |  |  |  |  |              |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| JVP 921 PRL145006E2 A205E EB OELG AMT > BUD AMT               |  |  |  |  |  |  |  |  |  | .00  |  |  |  |  |  |  |  |  |  |              |  |  |  |  |  |  |  |  |  | .00         |  |  |  |  |  |  |  |  |  |             |  |  |  |  |  |  |  |  |  |            |  |  |  |  |  |  |  |  |  |             |  |  |  |  |  |  |  |  |  |              |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| JVP 921 PRL1450130P A205E EB OELG AMT > BUD AMT               |  |  |  |  |  |  |  |  |  | 824.03                                     |  |  |  |  |  |  |  |  |  |              |  |  |  |  |  |  |  |  |  | 824.03      |  |  |  |  |  |  |  |  |  |             |  |  |  |  |  |  |  |  |  |            |  |  |  |  |  |  |  |  |  |             |  |  |  |  |  |  |  |  |  |              |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| JVP 921 PRL145017D3 A2120 NEG EXP BUD EXPENDED AMOUNT         |  |  |  |  |  |  |  |  |  | 78.24-                                     |  |  |  |  |  |  |  |  |  |              |  |  |  |  |  |  |  |  |  | 78.24-      |  |  |  |  |  |  |  |  |  |             |  |  |  |  |  |  |  |  |  |            |  |  |  |  |  |  |  |  |  |             |  |  |  |  |  |  |  |  |  |              |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| JVP 921 PRL145025H2 A205E EB OELG AMT > BUD AMT               |  |  |  |  |  |  |  |  |  | .00  |  |  |  |  |  |  |  |  |  |              |  |  |  |  |  |  |  |  |  | .00         |  |  |  |  |  |  |  |  |  |             |  |  |  |  |  |  |  |  |  |            |  |  |  |  |  |  |  |  |  |             |  |  |  |  |  |  |  |  |  |              |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
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| 02 0701 9179 3060 T603 TFM 2025                               |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |              |  |  |  |  |  |  |  |  |  |             |  |  |  |  |  |  |  |  |  |             |  |  |  |  |  |  |  |  |  |            |  |  |  |  |  |  |  |  |  |             |  |  |  |  |  |  |  |  |  |              |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| JVP 812 PRL145R3D10 C800E INV INPUT/INFERRED FUNCTION         |  |  |  |  |  |  |  |  |  | 372.44-                                    |  |  |  |  |  |  |  |  |  |              |  |  |  |  |  |  |  |  |  | 372.44-     |  |  |  |  |  |  |  |  |  |             |  |  |  |  |  |  |  |  |  |            |  |  |  |  |  |  |  |  |  |             |  |  |  |  |  |  |  |  |  |              |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|   |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |              |  |  |  |  |  |  |  |  |  |             |  |  |  |  |  |  |  |  |  |             |  |  |  |  |  |  |  |  |  |            |  |  |  |  |  |  |  |  |  |             |  |  |  |  |  |  |  |  |  |              |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|   |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |              |  |  |  |  |  |  |  |  |  |             |  |  |  |  |  |  |  |  |  |             |  |  |  |  |  |  |  |  |  |            |  |  |  |  |  |  |  |  |  |             |  |  |  |  |  |  |  |  |  |              |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|   |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |              |  |  |  |  |  |  |  |  |  |             |  |  |  |  |  |  |  |  |  |             |  |  |  |  |  |  |  |  |  |            |  |  |  |  |  |  |  |  |  |             |  |  |  |  |  |  |  |  |  |              |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 02 0701 9179 3060 T672 TFM 2025                               |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |              |  |  |  |  |  |  |  |  |  |             |  |  |  |  |  |  |  |  |  |             |  |  |  |  |  |  |  |  |  |            |  |  |  |  |  |  |  |  |  |             |  |  |  |  |  |  |  |  |  |              |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| JVP 812 PRL145R3D10 C800E INV INPUT/INFERRED FUNCTION         |  |  |  |  |  |  |  |  |  | 320.62-                                    |  |  |  |  |  |  |  |  |  |              |  |  |  |  |  |  |  |  |  | 320.62-     |  |  |  |  |  |  |  |  |  |             |  |  |  |  |  |  |  |  |  |            |  |  |  |  |  |  |  |  |  |             |  |  |  |  |  |  |  |  |  |              |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|   |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |              |  |  |  |  |  |  |  |  |  |             |  |  |  |  |  |  |  |  |  |             |  |  |  |  |  |  |  |  |  |            |  |  |  |  |  |  |  |  |  |             |  |  |  |  |  |  |  |  |  |              |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|   |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |              |  |  |  |  |  |  |  |  |  |             |  |  |  |  |  |  |  |  |  |             |  |  |  |  |  |  |  |  |  |            |  |  |  |  |  |  |  |  |  |             |  |  |  |  |  |  |  |  |  |              |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|   |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |              |  |  |  |  |  |  |  |  |  |             |  |  |  |  |  |  |  |  |  |             |  |  |  |  |  |  |  |  |  |            |  |  |  |  |  |  |  |  |  |             |  |  |  |  |  |  |  |  |  |              |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |

**Payroll Non-Cash Error Report (OFN134R1) displays all non-cash errors on JVP PRL documents rejected on Financial Suspense (SUSF) or HR PMAC.**

# Using MOBIUS Reports to obtain Rejected Document Information

REPORT ID: OHB585

STATE OF MISSOURI

PAGE: 1

PROGRAM ID: OHB585

OFFICE OF ADMINISTRATION

RUN DATE: 02/04/02

RUN TIME: 14:21:02

## PACC FEDERAL AID ERROR REPORT

| RUN    | JVP DOC ID      | FM/FY | FUND | AGY | ORG/SUB | APPR UNIT | ACTV | FUNC | OBJ/SUB | JOB/PROJ | REPT | ERROR REASON                      |
|--------|-----------------|-------|------|-----|---------|-----------|------|------|---------|----------|------|-----------------------------------|
| 000114 | 010 PRL11400001 | 04 02 | 0101 | 300 | 2050    | 0154      |      |      | 2005    |          |      | PROCESS DT > FED AID LIQU DT 02   |
| 000122 | 010 PRL12200001 | 04 02 | 0105 | 500 | 3100    | 4970      |      |      | 2005    |          |      | AAD9 PROCESS DT > FED AID LIQU DT |
| 000150 |                 | 04 02 | 0101 | 300 | 2050    | 0154      |      |      | 2005    |          |      | NO DOCS FOUND FOR MASS CHG        |

**PACC Federal Aid Error Report (OHB585) lists PACC entries that were not processed due to federal aid edits in the HR/Payroll system.**

**Agencies can request access to this report.**

**Note: The error on the report is only the 1<sup>st</sup> line of the document. There may be other errors on other lines.**

**If changes are made to federal aid items on Financial, let a nightly cycle complete before submitting the PACC change.**



# Accounting Changes For Employees In LWOP Status



## Accounting Changes For Employees In LWOP Status

**Employees in a Leave Without Pay Status may or may not be entitled to dollar based fringe benefits.**

**Dollar based fringe benefits include:**

- **Employer's share of Health Care**
- **Employer's share of Deferred Compensation**



## Accounting Changes For Employees In LWOP Status

**Dollar based fringe benefits are not tied to wages or Employee Status of 3 (LWOP). The employee will continue to receive the benefit until the fringe is expired.**

### **Employer Health Care Fringe**

- If an employee is on leave due to worker's compensation, the health care benefit should **NOT** expired.
- If an employee is on Family Medical Leave, the health care benefit should **NOT** expired for the **First 12 weeks** of leave.
- For any other type of leave without pay, the dollar based fringes **MUST** be expired.



## Accounting Changes For Employees In LWOP Status

### **DEFERRED COMP INCENTIVE**

- As long as the employee is making at least a \$12.50 deduction from each pay period toward their deferred compensation plan, they may continue to receive the employer's incentive.
- If the employee does not have a contribution to their deferred compensation plan, the fringe **MUST** be expired for that pay period.





# Accounting Changes For Employees In LWOP Status

## Labor Distribution

To determine the Labor Distribution find the Position Number, Agency, and Org from the ESMT

Go to PSMT and enter

Agency, Org, and Position Number

Find Distribution Profile on Organization Information Tab

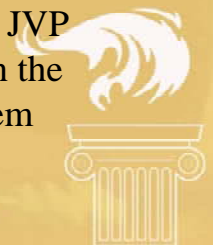
Go to LDPR and enter

Agency and Distribution Profile

This provides the Accounting Distribution to be used for the JVP PRL document in the Financial System

The screenshot displays the ADVANTAGE Desktop interface. The main window is titled 'Employment Status Maintenance' and contains fields for Employee ID, Appointment ID, Alternate ID, Prefix, First, Middle, Last, Suffix, Effective Date (09 / 01 / 03), Expiration Date (12 / 15 / 03), Original Appt Date (06 / 01 / 02), Job Assignment, Dates, Assignment Attributes, Pay Parameters, Certificate/Remark, Personnel Action / Reason (CHCON / C39), Job Status (R), and Employment Status (1). Below these fields are tabs for Assignment Information, Position Status Maintenance, and Accounting Attributes. The Position Status Maintenance tab is active, showing Agency (605), Organization (3E50), Position Number (COOP), Effective Date (07 / 01 / 03), Expiration Date (99 / 99 / 99), Short Description (HUMAN RESOUR), and Long Description. Below this is a Labor Distribution Override Option set to 'Use Entered Profile' and a Distribution Profile field set to '24015'. A separate window titled 'Labor Distribution Profile' is also open, showing Agency (605), Labor Distribution Profile (24015), Effective Date (06 / 16 / 01), and Expiration Date (99 / 99 / 99). At the bottom of this window is a table with columns: Fund, Agency, Org, Sub-org, Appropriation Unit, Activity, Function, Object, Sub-object, Job, Reporting Category, and Distribution Percent. The table contains two rows of data.

|   | Fund | Agency | Org  | Sub-org | Appropriation Unit | Activity | Function | Object | Sub-object | Job      | Reporting Category | Distribution Percent |
|---|------|--------|------|---------|--------------------|----------|----------|--------|------------|----------|--------------------|----------------------|
| 1 | 0644 | 605    | 3E50 |         | 6337               | R8F0     | R740     | 2005   |            | TDEFAULT |                    | 1.0000               |
| 2 |      |        |      |         |                    |          |          |        |            |          |                    |                      |



# Accounting Changes For Employees In LWOP Status

What happens when the employee does not have a Position Number but does have active dollar based fringes?

ADVANTAGE Desktop - OK115

File Edit Display Process Window Help

**Employment Status Maintenance**

Employee ID: [ ] Appointment ID: [ ] Alternate ID: [ ]

Prefix: [ ] First: [ ] Middle: [ ] Last: [ ] Suffix: [ ]

Effective Date: 12 / 16 / 03 Expiration Date: 99 / 99 / 99 Original Appt Date: 06 / 01 / 02

Job Assignment | Dates | Assignment Attributes | Pay Parameters | Certificate/Remark

Personnel Action / Reason: LWOP / L05 Job Status: R Employment Status: 3

**Assignment Information**

Agency: 605 Organization: 3E50 EEO Full-time: ☒ Yes ☐ No ☐ N/A Union Member: ☐ Yes ☐ No ☒ N/A

Position Number: [ ] % Full-time: 1.0000 Step: 01.0 Union Affiliation: [ ]

Table Driven Pay: ☒ Use Table ☐ Do Not Use Table ☐ Selection Required

**Application Information**

Applicant ID: [ ] Job Notice ID: [ ]

Employee Le... [ ]

HEADER CHANGE Message Tran ID: 10:58 AM 04/09/04

Start ADVANTAGE Des... ADVANTAGE Desk... Microsoft PowerPoi... Inbox - Microsoft O... 10:58 AM



## Accounting Changes For Employees In LWOP Status

When an employee does **not** have a Position Number on ESMT, the system needs a Default Accounting Distribution to create the JVP PRL document as well as all downstream transactions.

This is referred to as the OA Default Accounting Distribution.

|               |      |
|---------------|------|
| Fund          | 0101 |
| Agency        | 300  |
| Organization  | 3065 |
| Appropriation | 0154 |



# Accounting Changes For Employees In LWOP Status

The Accounting Distribution for Fringes follow the Labor Distribution.

ADVANTAGE Desktop - OK115

File Edit Display Modify Window Help

**Labor Distribution Profile**

Agency: 605 Labor Distribution Profile: 24015

Effective Date: 06 / 16 / 01 Expiration Date: 99 / 99 / 99

|   | Fund | Agency | Org  | Sub-org | Appropriation Unit | Activity | Function | Object | Sub-object | Job      | Reporting Category | Distribution Percent |
|---|------|--------|------|---------|--------------------|----------|----------|--------|------------|----------|--------------------|----------------------|
| 1 | 0644 | 605    | 3E50 |         | 6337               | R8F0     | R740     | 2005   |            | TDEFAULT |                    | 1.0000               |

**Fringe Benefits Transfer**

Fiscal Year: 04

|   | Fund | Agency | Appr Unit | Object | Sub Object | Override Fund | Override Agency | Override Org | Override Sub Org | Override Appr Unit | Transfer Out Appr Unit | Create TV |
|---|------|--------|-----------|--------|------------|---------------|-----------------|--------------|------------------|--------------------|------------------------|-----------|
| 1 | 0644 | 605    | *****     | 2025   |            | 0701          | 300             | 3060         |                  | 9179               | T910                   | Y         |
| 2 | 0644 | 605    | *****     | 2027   |            | 0765          | 300             | 3060         |                  | 1335               | T911                   | Y         |
| 3 | 0644 | 605    | *****     | 2029   |            | 0706          | 300             | 3060         |                  | 0036               | T301                   | Y         |
| 4 | 0644 | 605    | *****     | 2040   |            | 0702          | 300             | 3060         |                  | 0136               | T294                   | Y         |

**Fringe Benefits Transfer**

Fiscal Year: 04

|    | Fund | Agency | Appr Unit | Object | Sub Object | Override Fund | Override Agency | Override Org | Override Sub Org | Override Appr Unit | Transfer Out Appr Unit | Create TV |
|----|------|--------|-----------|--------|------------|---------------|-----------------|--------------|------------------|--------------------|------------------------|-----------|
| 1  | 0644 | 605    | 0765      | 2045   |            | 0644          | 605             |              |                  | 4393               |                        | N         |
| 2  | 0644 | 605    | 4401      | 2030   |            | 0644          | 605             |              |                  | 4395               |                        | N         |
| 3  | 0644 | 605    | 4401      | 2030   | 01         | 0644          | 605             |              |                  | 4395               |                        | N         |
| 4  | 0644 | 605    | 4401      | 2045   |            | 0644          | 605             |              |                  | 4395               |                        | N         |
| 5  | 0644 | 605    | 6337      | 2030   |            | 0644          | 605             |              |                  | 4413               |                        | N         |
| 6  | 0644 | 605    | 6337      | 2030   | 01         | 0644          | 605             |              |                  | 4413               |                        | N         |
| 7  | 0644 | 605    | 6337      | 2045   |            | 0644          | 605             |              |                  | 4413               |                        | N         |
| 8  | 0644 | 605    | 6647      | 2030   |            | 0644          | 605             |              |                  | 6650               |                        | N         |
| 9  | 0644 | 605    | 6647      | 2030   | 01         | 0644          | 605             |              |                  | 6650               |                        | N         |
| 10 | 0644 | 605    | 6647      | 2045   |            | 0644          | 605             |              |                  | 6650               |                        | N         |
| 11 | 0644 | 780    | *****     | 2025   |            | 0701          | 300             | 3060         |                  | 9179               | T297                   | Y         |
| 12 | 0644 | 780    | *****     | 2027   |            | 0765          | 300             | 3060         |                  | 1335               | T304                   | Y         |

2:37 PM 04/09/04

On the FBTR (Fringe Benefit Transfer) table there are accounting overrides for all fringes by Fund, Agency, and in some cases Approp Unit for each Fringe Object code.



# Accounting Changes For Employees In LWOP Status

## Fringe Object Codes

2025 Mo State Employees Retirement System  
(MOSERS)

2027 Mo Consolidated Health Care Plan (MCHCP)

2029 Deferred Compensation Incentive Plan Match

2030 Hwy Employee & Patrol Retirement System

2035 Teachers & School Employees Retirement System

2040 Employer's Share of OASDI/Medicare

2045 Other Benefits



# Accounting Changes For Employees In LWOP Status

What happens to the Fringes when the Labor charges to OA Default?

The screenshot displays the ADVANTAGE Desktop - OK115 application. The 'Labor Distribution Profile' window is active, showing the following details:

- Agency: 300
- Labor Distribution Profile: DEF
- Effective Date: 01 / 01 / 20
- Expiration Date: 99 / 99 / 99

Below these details is a table with columns: Fund, Agency, Org, Sub-org, Appropriation Unit, Activity, Function, Object, Sub-object, Job, Reporting Category, and Distribution Percent. The table contains two rows:

|   | Fund | Agency | Org  | Sub-org | Appropriation Unit | Activity | Function | Object | Sub-object | Job | Reporting Category | Distribution Percent |
|---|------|--------|------|---------|--------------------|----------|----------|--------|------------|-----|--------------------|----------------------|
| 1 | 0101 | 300    | 3065 |         | 0154               |          |          | 2005   |            |     |                    | 1.0000               |
| 2 |      |        |      |         |                    |          |          |        |            |     |                    |                      |

The 'Fringe Benefits Transfer' window is also visible, showing a table with columns: Fund, Agency, Appr Unit, Object, Sub Object, Override Fund, Override Agency, Override Org, Override Sub Org, Override Appr Unit, Transfer Out Appr Unit, and Create TV. The table contains 12 rows of data, with the first row highlighted:

|    | Fund | Agency | Appr Unit | Object | Sub Object | Override Fund | Override Agency | Override Org | Override Sub Org | Override Appr Unit | Transfer Out Appr Unit | Create TV |
|----|------|--------|-----------|--------|------------|---------------|-----------------|--------------|------------------|--------------------|------------------------|-----------|
| 1  | 0101 | 300    | *****     | 2025   |            | 0701          | 300             | 3060         |                  | 9179               | T295                   | Y         |
| 2  | 0101 | 300    | *****     | 2027   |            | 0765          | 300             | 3060         |                  | 1335               | T302                   | Y         |
| 3  | 0101 | 300    | *****     | 2029   |            | 0706          | 300             | 3060         |                  | 0036               | T298                   | Y         |
| 4  | 0101 | 300    | *****     | 2030   |            | 0701          | 300             | 3060         |                  | 9179               | T295                   | Y         |
| 5  | 0101 | 300    | *****     | 2030   | 01         | 0701          | 300             | 3060         |                  | 9179               | T295                   | Y         |
| 6  | 0101 | 300    | *****     | 2035   |            | 0701          | 300             | 3060         |                  | 9179               | T295                   | Y         |
| 7  | 0101 | 300    | *****     | 2040   |            | 0702          | 300             | 3060         |                  | 0136               | T291                   | Y         |
| 8  | 0101 | 300    | *****     | 2045   |            | 0701          | 300             | 3060         |                  | 9179               | T295                   | Y         |
| 9  | 0101 | 350    | *****     | 2025   |            | 0701          | 300             | 3060         |                  | 9179               | T295                   | Y         |
| 10 | 0101 | 350    | *****     | 2027   |            | 0765          | 300             | 3060         |                  | 1335               | T302                   | Y         |
| 11 | 0101 | 350    | *****     | 2029   |            | 0706          | 300             | 3060         |                  | 0036               | T298                   | Y         |
| 12 | 0101 | 350    | *****     | 2040   |            | 0702          | 300             | 3060         |                  | 0136               | T291                   | Y         |

The override distribution follows the accounting information by object that is associated with Fund 0101 and Agency 300.



## Accounting Changes For Employees In LWOP Status

Because Fringes follow Labor, your employee's fringes are being reported under Agency 300.

***This is why PACC changes are necessary.***

The spreadsheet you receive each month provides all the necessary information to create the PACC **EXCEPT** for the  
NEW ACCOUNTING DISTRIBUTION.





Questions ??

